

ANNUAL REPORT

**of the
Legislative Library
and Provincial
Archives — 1981**

**Published by authority of the
Hon. Eugene Kostyra
Minister**

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MANIT^{BA}
DEPARTMENT OF CULTURAL
AFFAIRS AND HISTORICAL RESOURCES

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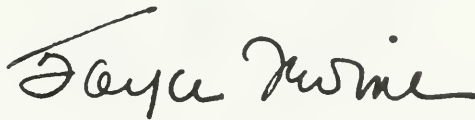
ANNUAL REPORT
OF THE
LEGISLATIVE LIBRARY AND
PROVINCIAL ARCHIVES

Honourable Eugene Kostyra
Minister i/c of
The Legislative Library Act.

Sir:

In accordance with "The Legislative Library Act", R.S.M. 1970, Chapter L120, we have the honour to present the Annual Report of The Legislative Library and Provincial Archives for the calendar year 1981.

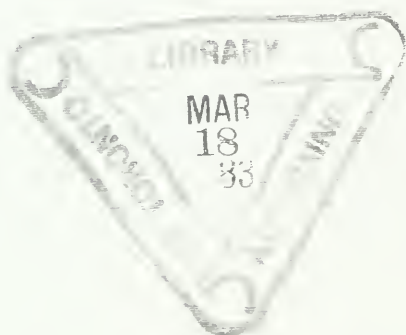
Respectfully submitted,



Legislative Librarian.



Provincial Archivist.



**REPORT
OF THE
LEGISLATIVE LIBRARY
1981**

LIBRARY STAFF

Legislative Librarian

Joyce Irvine

Information Services
Head Librarian

Rick MacLowick (September-
December)
Lucille Lang (January-May)
Patricia Cherniack
Doreen Schafer
Raymonde Vermette

Technical Services
Head Librarian

Philippa Saul
Leslie Castling
Pauline Luffman (term)
Helen Nation
Paul Nielson (term)

Library Technicians

Ruth Girardin
Terry Marcusson (term)
Kim Marr (term)
Merle McLeod
Sheila Miller
Vera Ott (term)
Patricia Paige
Anne Unruh
Mimi van der Krabben

Administrative Secretary

Ollie Rosnyk

Clerical and Office Personnel

Christel Ehrentraut (term)
Lorna Grose
Olga Hladiuk (term)
Karen Landry
Molly Murach (term)
Donna Romans

LEGISLATIVE LIBRARY

1981 ANNUAL REPORT

As it has been for over 100 years, the Legislative Library's main statutory obligation is the provision of information and research services to Members of the Legislative Assembly, to the personnel of government departments and agencies, and to special committees, commissions of inquiry and task forces appointed by the government from time to time. The Library's facilities are also used by the general public, particularly by the academic community, and by researchers, students, business, and local historians.

Service is given at two locations. The bulk of the Library's collections is housed in the Manitoba Archives Building, but a basic reference collection is kept in the Legislative Reading Room in the Legislative Building, where Members may also consult periodicals, government publications and newspapers. Materials and information pass back and forth between these two locations and other government areas by mail, courier, pneumatic tube and telephone.

In addition to the performance of these normal functions, there have been other activities in 1981. The Library has followed a year of assessment with a year of implementation, and many new programs are under way. These activities will be detailed further in this report, but several items are worth high-lighting.

Alterations to the Manitoba Archives Building are under way, and changes to the rear of the building to accommodate the new Manitoba Archives restoration laboratory have produced additional space and convenience for the Library's technical processing areas. Further large-scale changes to the building are due to be made soon, and these are expected to result in even greater convenience and urgently required additional space.

The long-awaited and much needed restoration of the Legislative Reading Room in the Legislative Building has begun. This impressive room, one of the most beautiful in the building, suffered a physical decline after the 1975 removal of the Library to the Archives Building. Its renovation, only partially completed in 1981, will restore it to its former important role as part of Manitoba's heritage.

INFORMATION AND RESEARCH SERVICES

The research needs of government and of the community at large kept the Library's Information Services occupied in answering 11,670 questions in 1981. This figure represents a fairly significant decline from the previous year (14.8%) which may in part be a reflection of the general slowing of research activity related to the downturn in the economy of the nation.

The following table summarizes the major statistics for the Information Service for 1981 and previous years. The figures in parentheses indicate the percentage change from the preceding year.

	No. of Queries	Time spent (hours)	No. of items circulated
1979	13,291 (8.1)	1692.6 (—0.2)	48,290 (9.1)
1980	13,697 (3.1)	1774.0 (4.8)	46,461 (—3.8)
1981	11,670 (—14.8)	1557.8 (—12.2)	45,446 (—2.2)

Despite some downturns in other areas, the use of the Library's Information Services by government personnel was one area that continued to show growth compared with past years. In 1981, requests for information from members of the government and the civil service accounted for 33.8% of all queries, up from 32.1% in 1980 and 26.4% in 1979.

Analysis of the questions handled by the Information Service reveals the broad range of subjects encountered and the degree of sophistication required to deal with them in the most efficient and comprehensive manner. Among the many topics which occupied the interest of the Library's patrons and the energies of the reference staff were federal-provincial finances and government funding; the Canadian constitution and Charter of Rights; labour statistics; industrial relations; hazardous wastes and the transportation of dangerous goods; local history, including municipal incorporations, and genealogical research; and, of course, the provincial election and the many economic and political issues it raised.

The activities of the Information Services staff also included conducting a number of tours throughout the year for groups of students, teachers, librarians, and members of professional organizations and societies. Such tours have proved to be a worthwhile investment of time; they produce more effective communications in subsequent contacts with these groups. Maintenance of information files such as those of newspaper clippings on political, biographical and historical topics continued to make heavy demands on staff time. The use of student help during the summer months allowed the Library to bring the indexes for the scrapbooks of these clippings up to date and to make them more accessible to all.

In order to provide the most complete information service possible, the Legislative Library makes use of the resources of other libraries across Canada through the inter-library loan service, borrowing items not in its collections. In return, a number of other institutions call upon the unique resources of the Legislative Library to the extent that it is a net lender of materials, lending 456 items in 1981 (up 30.7% from 1980) and borrowing 102.

TECHNICAL SERVICES

Technical Services is responsible for the processing of all publications received in the library. This involves ordering, receiving, organizing, cataloguing, classifying and shelving all materials received from all sources.

Because of the large volume of materials received, procedures for their organization were determined, as usual, by costs, staff size and available shelf space, with full cataloguing being given only to selected items.

Comparisons with previous years are as follows:

	1981	1980	1979
Items Received	76,000	84,000	76,000
Items Catalogued	4,734	4,176	3,433

In addition to the cataloguing of new titles, the Technical Services staff has completed its reorganization of the periodicals collection, a major accomplishment involving the complete cataloguing of some 1,150 serials. The staff also continued its program of cataloguing and weeding of books and pamphlets from previously uncatalogued parts of the Library's collection. These two programs of retrospective cataloguing have uncovered many items of historical interest, the existence of which has now been recorded for the use of local researchers. Also, because a copy of all items catalogued is sent to the National Library of Canada for entry in their data bases, the location of these items is made known to the wider library community.

Full cataloguing, however, is a costly process, so the bulk of materials received was given less intensive treatment. Exchange and gift materials were screened on receipt, and unsuitable or unusable items were passed to other government and university libraries or to the book exchange facility at the National Library of Canada. This exchange service has, in return, provided the Library with many much-needed items lacking in the collection or required for the binding program.

The majority of government publications received was not given full cataloguing, in line with general policy. Only those most in demand, such as royal commission, special committee or task-force reports and other publications of current public concern, merited this treatment. The rest were processed so as to be available through the use of printed indexes, catalogues and checklists.

The publications of the Province of Manitoba receive special treatment. All publications of any importance are fully catalogued. The library has also been investigating experimental participation in a program of cataloguing-in-publication for selected items. Cataloguing-in-publication (CIP) is a program by which cataloguing is supplied to the publisher to be printed in forthcoming publications. The program is carried out in conjunction with the National Library of Canada which sets the standards and coordinates the program. Pre-publication cataloguing information is submitted to the National Library for approval and inclusion in its bibliographic data bases. The program thus allows other libraries to catalogue these items more quickly and accurately. So far, the Legislative Libraries of British Columbia and Nova Scotia are participating, and are supplying the National Library of Canada with pre-publication information for many of the publications of their own provinces. If the same procedure were to be adopted here, Manitoba's provincial publications would receive much wider notice across the country than present checklists provide.

THE COLLECTIONS

In addition to its general collection in the fields of history, political science, sociology, biography and economics, the Library has three major collections, each of which has generated considerable activity in the past year.

Government Publications Collection

The Legislative Library has the largest collection of government publications of any library in the Province. These make up the greatest part of the Library's total holdings and our statistics show that government publications are also the most frequently requested and used part of the collection.

The Library's first responsibility is, of course, to collect and house the publications of the Province of Manitoba but these are only a small part of the huge number added each year. The following table gives a breakdown of documents received in 1981.

Issuing agency	No. of documents received
Canadian federal government	10,551
Provincial governments	16,534
U.S. federal government	16,386
United Nations	6,581
Great Britain	678
Total	50,730

The total of 50,730 documents received and processed in 1981 is a decrease of 14% from the 59,000 received in the previous year. There are several reasons for this, the most important being a budgetary dispute between two branches of the United States government which had the unfortunate result of blocking shipments of publications to libraries in the U.S. Gifts and Exchanges Program from mid-September until after the end of the year. This resulted in a drop of over 6,000 in the total of documents received. Further statistical decreases have resulted from American government budgetary cuts at all levels, and the concern of all governments with paperwork burden.

Nevertheless, the receipt of 50,730 new publications involved a great amount of staff processing time, and much rearrangement of space. Weeding creates some space, but the Library's program of cooperation with other libraries is even more helpful in lowering space pressures. A large number of technical and specialized publications in the fields of science, aerospace, engineering, education and health are sent to other local government and university libraries. Other materials of no use to local libraries are sent to the National Library of Canada in return for which the Library receives many useful and needed items free of charge.

As with the general collection, the government publications section is strong in the subject areas of public administration, politics, economics, management and history. Current interests such as pollution, energy, inflation, geriatrics, unemployment and social security are well represented. Governments at all levels are concerned with these matters and issue up-to-date reports on them.

Some of the more important government reports received during the past year are as follows:

From Manitoba:

- Reports of Heritage Working Group
- Ministerial Committee on Liquor Control
- Ad Hoc Task Force on Manitoba Flood Mitigation Projects
- A Review of Ground Water Management in Manitoba

From Canada: All non-confidential papers of Federal-Provincial Conferences:

- All non-confidential papers of Federal-Provincial Conferences:
- Reports of Commission of Inquiry on Aviation Safety
- Mississauga Railway Accident Inquiry
- Commission of the Inquiry Concerning Certain Activities of the Royal Canadian Mounted Police
- Royal Commission on Newspapers
- Task Force on Labour Market Development
- Federal Cultural Policy Review Committee
- The Strategy for the Agri-Food Sector in Canada
- In All Fairness: A Native Claims Policy

From Quebec and Ontario:

- Reports of Commission d'Étude sur l'Access du Citoyen à l'Information Gouvernementale et sur la Protection des Renseignements Personnels
- Task Force on Provincial Rail Policy

From the United States:

- Global 2000: Report to the President: Entering the Twenty-First Century.

Reports were also received from Great Britain, Australia and international organizations such as the United Nations and the Organization for Economic Co-operation and Development.

Rare Book Collection

The Rare Book Collection is an invaluable source of information used extensively by historical researchers. Most of the books in the Collection are related to the history of Manitoba and the North West: editions of the first newspaper published in the North West; the Bible belonging to Chief Peguis, friend of the Selkirk Settlers; a fine collection of local histories; biographies and writings of such famous Manitobans as J.S. Woodsworth, E. Cora Hind and Nellie McClung. Such a collection is a great responsibility, and in order to preserve these books for future readers, great effort is being made to care for them through cleaning and repair as well as through duplication of fragile items in the General Collection.

The nucleus of the Legislative Library was formed in 1822 when Peter Fidler, Manitoba's first surveyor, bequeathed his collection of 500 volumes to the colonists of the Red River Settlement. These books became part of the Red River Library which, at its height contained more than 2000 volumes. The remnant of the Red River Library, only 350 books, is the Rare Book Collection's greatest treasure. Because of their association these volumes are irreplaceable.

When the first Legislative Librarian made his Annual Report in 1884, he described these books as having suffered greatly from neglect. Only within the last six years has it been possible to store them in the climate and humidity controlled environment of the Rare Book Room. In 1981, work was begun on sorting, cleaning and, in many cases, establishing the identity of the Red River Library books. It is to be hoped that in the near future a complete catalogue of the Red River Library can be compiled.

In 1980, guidelines were developed for the organization and care of the Rare Book Collection. In 1981, work was begun on putting these into practice: protecting rare and fragile items from unnecessary handling, while re-cataloguing and duplicating them with modern reprint editions will ensure the survival of the Collection, and at the same time make it available to serious researchers.

Serials Collection

The Library maintains a large collection of periodicals and newspapers, including many holdings dating back to the 19th century. Approximately 400 current periodicals and 100 newspapers are received regularly, with some 80,500 separate issues received in 1981.

The Legislative Library has an extensive collection of Manitoba daily and weekly newspapers, the acquisition and preservation of which is the Library's special responsibility. At present, the entire collection is microfilmed to 1978, and in the past year, as part of the Library's ongoing program, half of the 1979 and 1980 newspaper collection was microfilmed and the remaining half was made ready for filming in 1982. The Library currently receives many of the major dailies from across Canada and replaces them regularly with microfilm editions for ease in storage and service. The Library's extensive collection of indexes provides subject access to many of these newspapers.

Substantial progress was made in the development of the Library's periodical collection in the past year. A periodicals librarian was appointed to oversee the general collection and a selection committee was set up to evaluate all subscriptions. Accordingly, in 1981, many new titles were added and some extraneous material was cancelled in an effort to provide better library service. A full-time technician was placed in charge of all technical aspects of the collection and new procedures and records were established. Cataloguing of all periodicals was completed and a detailed records file was set up to give staff and library users greater access to this collection. The project will shortly be completed.

PUBLICATIONS

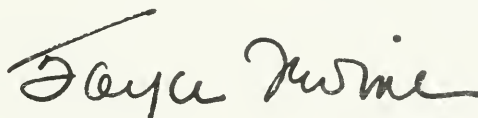
The Library regularly issues three publications as a service to the Members of the Legislature, to government personnel, to the public, and to the library community.

Manitoba Government Publications is a monthly listing of the various publications issued by the departments and agencies of the Manitoba Government. Information is provided as to the source of each item and its price, if any. The Library has been producing this monthly checklist since 1970. It is the only nearly comprehensive listing in existence of Manitoba's official publications, and it is a valuable and authoritative record of government programmes, activities and policies. Other libraries have also found it a reliable record of the various departmental name and authority changes which have been made in the past decade. The Library has for several years been editing and printing cumulations of this checklist; volumes for the years 1970-74, 1975, 1976, 1977, 1978 and 1979 have been issued, and two more volumes, covering the years 1980 and 1981, are about to be published.

Selected New Titles, another monthly publication, lists a broad range of the most important new books and publications added to the Library's collection. It keeps patrons abreast of the latest information and the most timely reading available. Members of the Legislature and government personnel find that a phone call to the Library will reserve any of these items.

Both the monthly checklist and the monthly listing of new titles are sent free to a large mailing list of interested persons, agencies, and organizations. The Library's third publication, the yearly cumulation of the monthly checklist already mentioned above, is available at the Office of the Queen's Printer with other priced publications of the Manitoba Government.

Respectfully submitted,

A handwritten signature in dark ink, reading "Joyce Munn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Legislative Librarian.

REPORT
OF THE
PROVINCIAL ARCHIVES
1981

PROVINCIAL ARCHIVES

1981 ANNUAL REPORT

Substantial advances have been made in several areas of priority: conservation, government records, and additional space for holdings. While it will take another year or so to complete the renovations to the Manitoba Archives Building, the conservation laboratory and associated facilities should be fully operational by the summer of 1982. Some time will also pass before the impact of the development of the Government Records Division can be fully appreciated by the research community; however, in less than half a year this component has taken custody of vast quantities of permanently valuable records which should challenge researchers to investigate more fully the rich Manitoban experience in ways hitherto not feasible. Most of these records concern the first half of the twentieth century, but their very bulk dictates that it will take staff several years to bring the material to a level of control, preservation, and description adequate for research use.

As part of a three-year plan of development initiated in 1980/81, future priorities include improvements in the Archives' capabilities for handling textual materials from the private sector as well as for information recorded on non-paper media such as moving film, sound and audio-visual tapes. These developments have required a reorganization of the Archives' staff into four units: Government Records, Historical, Hudson's Bay Company Archives, and Conservation. To some extent, the format of the annual report has been adapted to reflect the structural changes.

Public service statistics show increases in three key indicators over those for 1980. Remote inquiries (correspondence and telephone calls) were up nearly 35%, and research visits by almost 10%:

	1979	1980	1981
Research Visits:	7,182	6,115	6,711
Correspondence:	2,476	2,667	6,949
Telephone Calls:	5,031	6,245	9,068

Throughout the year, staff participated in numerous seminars and workshops on curatorial and conservation practices. Some of the sessions were joint presentations with the Association of Manitoba Archivists. Lectures and advisory services were provided to various municipalities, societies, and organizations concerned with archival matters, and numerous tours of the Archives facilities were given to school children and other interested groups. The Chief Conservator undertook a study tour of several institutions in Washington and Philadelphia to assist in the designing of the Archives conservation facilities, and the Head of the Twentieth Century Records Section, HBCA, consulted on records management with senior officials of the Company. The Archives is grateful to the Social Sciences and Humanities Research Council of Canada, the Canadian Museums Associations, and the Hudson's Bay Company for travel assistance in several cases.

HUDSON'S BAY COMPANY ARCHIVES

There were 1,870 research visits made in 1981, a slight increase over the 1,846 of the previous year. Forty-five percent of the researchers were from outside Manitoba, with visitors coming from the United Kingdom, France, Germany, the United States, all the Canadian provinces and territories except Prince Edward Island. Reference inquiries answered by mail numbered 908, down from last year's total of 979, whereas the number of telephone inquiries increased from 871 to 935. Postal disruptions were instrumental in these changes in inquiry service statistics.

Accessions from the Hudson's Bay Company (HBC) included 414 transfer cases of Canadian Committee Office and Northern Stores records, 1925-74; shares registers, 1980; and training manuals, 1965-68. The Archives acquired 65 items from a private source relating to Paul Kane dating from 1801 to 1925. Kane travelled and worked in western Canada during the 1840s under the auspices of the Company. Barbara Johnstone, Selkirk, presented five photographic albums illustrating Charles C. Sinclair's service with the Company during the early years of this century. Mrs. P.A. Chester, Toronto, presented an album of travel in northern Canada in the 1940s. A copy book of personal letters, 1940-42, from HBC, Cape Smith, North West Territories, written by Mrs. Marian Nichols was presented by the author who now resides in Burgess, Pennsylvania.

Recent staff increases have greatly facilitated the preparation and availability of documents for research. The Land Department records, 1870-1961, have been organized and a finding aid is nearing completion. General accessioning has been brought up-to-date; the photographs, maps, and artifacts processed and partly reorganized; and library holdings catalogued according to Library of Congress classification.

A highlight of the microfilming program for the 1871-1904 records was the completion of Section A, London Headquarters records. Production figures, however, were lower than the previous year's because of technical problems. Ninety-six reels of 35mm negative film and 288 reels of positive film were produced and checked. Three hundred reels of positive film were shipped to the Public Record Office at Kew, England, and three hundred reels of negative film and positive duplicates were sent to the Public Archives of Canada, Ottawa.

Final plans were approved for the new Hudson's Bay Company Archives office area and reading room, to be located on the second floor of the Manitoba Archives Building. The new space will permit improved services to the public, with approximately 1800 square feet of space in the reading room. The renovations should be completed by the summer of 1982.

HISTORICAL DIVISION

This newly formed component in the Archives is responsible for private manuscripts, still images, moving images, and sound documents. During the course of the year, the staff gradually relinquished custody to the Government Records Division of archival materials from the public sector, including provincial government records, those from school divisions and municipalities, and all official premiers' office records dating from the administration of S.S. Garson, Premier from 1943 to 1948.

The largest proportion of the staff's time was spent attending to the needs of researchers in the reading rooms, and in responding to written and telephone inquiries. Considerable time was also devoted to the preparation of specifications and planning for major renovations to the Manitoba Archives Building now underway.

Private Manuscripts

In the absence of an up-to-date published inventory of holdings, the practice of listing principal accessions at the end of the annual report is being continued. Some acquisitions are mentioned which have not been brought under control and are therefore not available for consultation. These include extensive additions to the holdings relating to the Royal Winnipeg Ballet, Winnipeg Chamber of Commerce, and the Winnipeg Football Club. The Royal Canadian Legion, Manitoba and Northwestern Ontario Command, presented its early records dating from 1919. These will be available for research purposes as soon as certain files have been identified for restricted access.

Several politicians including Saul Cherniack (MLA for St. Johns, 1962-1981); S. Ronald McBryde (MLA for The Pas, 1969-1977); Robert E. Moffat (Councilor and Alderman, Winnipeg, 1960-62, 1964-67); June Westbury (MLA for Fort Rouge, 1979-1981); and Dr. George Johnson (MLA for Gimli, 1958-1969) added to, or initially deposited their papers — access to which is restricted for the time being. Ministerial records that came to the Archives as a result of the November provincial election are mentioned elsewhere in this report.

Associations continue to approach the Archives requesting the safe-keeping and preservation of their records. Initial presentations were made by the Winnipeg Branch of the Alpine Club of Canada and the Provincial Office of the Manitoba Women's Institute. Additions to existing holdings were contributed by the Winnipeg Branch of the Canadian Authors Association, the Manitoba Chapter of the College of Family Physicians of Canada, the Ethnic Press Association of Manitoba, the Manitoba Home Economics Association, the St. Andrew's Society of Winnipeg, and the Provincial Council of Women.

The Public Archives of Canada, as part of its diffusion programme, presented microfilm copies of files relating to Indian schools administration in Manitoba from 1879 to 1953. Additions to this series will be forthcoming. Loaned to the Archives for microfilming were the letterbooks of A.J. Cotton, one of the first farmers in the Swan River Valley, as well as certain records of the Rural Municipality of Morton and the Town of Boissevain.

Moving Images and Sound

Research use of the Archives' holdings of these information media will be limited until new facilities have been installed in the building allowing staff to prepare and make the material available for consultation. Nevertheless, some mention is made here of principal acquisitions.

Approximately 15,000 feet of 16mm colour film was acquired from Francis J.S. Holmes including release prints, footage and outs. The footage relates to the growth of mining in northern Manitoba, and various aspects of agriculture from weed control and fertilizing to raising beef and dairy cattle, wildlife scenes, and aviation. The award winning film "The Strongest Man in the World" was acquired as well as coverage of a Question Period in the Manitoba Legislature which was broadcast nationally by the CBC in January, 1970. Thirty-eight additional video tapes produced between 1972 and 1977 for the Focus Programme of Manitoba were transferred from Red River Community College. "Three Generations of Inuit Songs from Eskimo Point, Northwest Territories" recorded by R. Lynn Brown and a series of taped interviews with Jock Brown were added to the sound holdings. Brown was active in the CCF and various aspects of the cooperative movement.

Still Images

Public service statistics for 1981 showed a slight decrease in demand from 1980 (shown in parentheses): there were 1724 (1764) research visitors who placed 829 (877) orders requesting 7566 (7586) reproductions which generated \$11,974 (\$11,465) in revenue. More time than usual was required for administrative matters including the supervision of volunteers and term staff, and in planning for building renovations. Consequently, less material was catalogued and accessioned in 1981 than in the previous year: 4211 (7530) photographs, works of documentary art, maps, plans, and posters.

Volunteers continued identifying *Winnipeg Free Press* Kuch cartoons. The copies will serve as a master list and provide captions for the cartoons where necessary. The Sports Hall of Fame and Museum collection was indexed, but the cards await final verification before being placed in the reading room for research use.

A painting of Indian tepees on the prairies by Edmund Morris (1871-1913) was acquired at auction. Morris was the son of the second Lieutenant-Governor of Manitoba, the Hon. Alexander Morris. A set of World War II Victory Loan posters was found in the Legislative Building and transferred to the Archives. A painting of Indian Graves, Portage la Prairie, by Carlotta Beattie (ca.1891) was donated to the Archives, and the Winnipeg Art Gallery presented a portrait of Frederick J. Dixon painted by Arthur Beech in 1931. Beech (1904-1948) was a railway worker, carpenter, school instructor, and self-taught painter.

GOVERNMENT RECORDS DIVISION

Six positions were approved through the estimates process for the establishment of the Government Records Division. The Division began full operations in September and all positions were filled by the end of the year — two by senior archivists with extensive joint archives-records experience. The overall mandate of the Division is to administer an integrated records programme affecting all departments, agencies, and corporations of the Crown with responsibility for the development of effective records keeping; the promotion of records inventorying and retention scheduling to permit appraisals and inform Documents Committee disposal approvals; the operation of an economical retrieval, storage, and disposal system for records covered by schedules; and the administration of government records transferred to the Provincial Archives.

In addition to the appraisal and sorting of the 10,000 cubic feet of records removed from the attic and basement areas of the Legislative Building, a warehouse on St. James Street was converted to an inactive Records Centre. This interim facility provides for secure and orderly storage of departmental records authorized for disposal at a future date either by transfer to the Archives for permanent retention or for destruction. Meetings with Departmental Records Officers, records inspections at various locations, the commencement of departmental staff training through courses and workshops under the auspices of the Civil Service Commission, and the introduction of a modern method of retention scheduling provided substantial activity.

Closure of the city's only paper emulsification plant from mid-November created an extensive backlog of records awaiting destruction and highlighted the need to develop a government-wide paper disposal service within the Division's records management program. Plans to provide secure destruction by shredding in conjunction with the Records Centre facility were prepared.

In addition to the accessions from government departments listed at the end of this report, the Division received various ministerial records following the election in November. These records, which are closed for thirty years, include material from the Departments of Attorney-General, 1977-1981 (48 feet); Consumer, Corporate Affairs and Environment, 1980-1981 (3 feet); Government Service, 1980-1981 (4 feet); Urban Affairs, 1977-1981 (10 feet); and the Minister Responsible for the Manitoba Housing and Renewal Corporation, 1977-1981 (3 feet).

PROVINCIAL DOCUMENTS COMMITTEE

The Documents Committee met five times during 1981 and approved retention periods for certain records of the following departments, agencies and corporations: Attorney-General (Court of Appeal, Public Trustee); Community Services and Corrections (Child and Family Services Directorate, Social Allowances Dental Services Branch); Cultural Affairs and Historical Resources (Legislative Library); Health (Mental Public Health Services Branch); Labour and Manpower (Fire Commissioner, Mechanical Engineering Branch, Research Branch, Training and Development Branch); Manitoba Hydro; Manitoba Public Insurance Corporation; and Municipal Affairs (Assessment Branch).

CONSERVATION DIVISION

While most of the Division's resources were lent to planning, design, and realization of the laboratory and the fumigation/freeze-drying unit, much time was spent advising and assisting individuals and other Manitoba repositories in preservation and restoration matters. Environmental surveys were conducted for the City of Winnipeg Records Centre, the Chancery Archives of the Archdiocese of St. Boniface, and the Archives of the Motherhouse of the Community of the Holy Names of Jesus and Mary.

The Conservation Laboratory, which will be operational early in the coming year, will be one of the most advanced facilities of its kinds in North America. Designed principally to enhance the life-span of permanently valuable documents, the laboratory also incorporates capabilities enabling a substantive response to emergency situations. By way of example, in January the Division coordinated a successful salvage operation of more than 400 feet of fire and water-damaged records. The Division is also preparing a Disaster Preparedness Plan specifically for the Manitoba Archives Building but which could be adapted to the needs of other heritage institutions in emergency situations throughout the province.

VOLUNTEER PROGRAMME

The Volunteers in Public Service programme, funded by the Employment and Youth Services Branch, Department of Labour and Manpower, continued to attract interest from all age groups with a variety of backgrounds and career experience. Under the direction of the Coordinator of Volunteers 2,240 hours were offered by an average of 18 volunteers a month. Volunteer activity was especially high from January to April with an average of 23 volunteers a month. More volunteers were available, but there was not sufficient staff to supervise additional projects. The level of participation declined during the summer months and was further limited by extensive renovations to various work areas.

Projects continued from the previous year included negative identification from the *Winnipeg Free Press* and photograph identification from the Royal Winnipeg Ballet collection. Volunteers assisted in the preparation of finding aids to the papers of Valentine Winkler, the Canadian Authors Association (Winnipeg Branch), the Royal Canadian Legion, the United Steel Workers of America, and the identification and organization of the Peter Kuch cartoons. Much appreciated assistance was provided in typing Hudson's Bay Company Archives reference cards, the card index to the Canadian Airways Limited photograph collection, and index cards to the church registers of certain Church of England parishes.

A handwritten signature in black ink, appearing to read "Peter Lowe", with a long horizontal flourish extending to the right.

Provincial Archivist.

MANUSCRIPT ACCESSIONS

ASSOCIATIONS AND INSTITUTIONS

ALPINE CLUB OF CANADA (WINNIPEG SECTION) (MG 10 D28)

Minutes, 1926-1945; Financial records, 1926-1944; year book, 1930-1931; constitution; menu 1930.

Presented by Margaret Fleming, Winnipeg. (½ inch)

CANADIAN AUTHORS ASSOCIATION (WINNIPEG BRANCH)

(MG 10 C12)

Additional Branch correspondence and papers, 1939-1980; correspondence with National Office, 1925-1979; newsletters, 1946-1979; membership records, 1942-1979; financial records, 1944-1960; scrapbooks and newspaper cuttings, 1954-1981.

Presented by Emma Degen, Winnipeg. (6 feet)

CHILDREN'S HOSPITAL OF WINNIPEG (MG 10 D33)

Minutes of the Board of Directors, 1909-1972, Finance Committee, 1936-1958, Building Committee, 1928-1953, and Honorary Attending Staff, 1942-1946; annual reports, 1909-1971; clippings, 1947-1968, cash books, 1911-1919; guest registers, 1932-1971; miscellaneous files.

Presented by the Children's Hospital. (6 feet)

COLLEGE OF FAMILY PHYSICIANS OF CANADA (MANITOBA CHAPTER) (MG 10 A18)

Additional executive committee minutes, annual meeting papers, committee files, financial records, correspondence, 1967-1974.

Presented by the College of Family Physicians of Canada. (1½ feet)

ETHNIC PRESS ASSOCIATION OF MANITOBA (MG 10 A23)

Minutes, general files, briefs, brochures, miscellaneous files, 1956-1978.

Restricted use.

Deposited by Mrs. Grace Hykawy, Winnipeg. (15 inches)

HISTORICAL & SCIENTIFIC SOCIETY OF MANITOBA (MG 10 F2)

Additional administration files including papers of Society presidents, 1947-1974.

Presented by the Society. (3 feet)

JEWISH HISTORICAL SOCIETY OF WESTERN CANADA (MG 10 F3)

Additional records from the Rosh Pina, Shaarey Zedek and Herzlia Adas Yeshurun Synagogues, the Board of Jewish Education, the Canadian Jewish Congress and papers of S.L. Morantz and Joseph A. Cherniack, 1936-1980.

Deposited by the Jewish Historical Society and Saul Cherniack. (10 feet)

MANITOBA HOME ECONOMICS ASSOCIATION (MG 10 A20)

Additional executive minutes, 1937-1947, 1972-1980; general minutes, 1972-1980; membership lists, 1939-1961, brief to Royal Commission on Education, 1957; constitution & by-laws, 1978-1979, annual meeting reports, 1979-1980; newsletters, 1978-1981; and auditors reports, 1978-1979.

Deposited by Donna Ryland and Elizabeth Nostedt, both of Winnipeg. (10 inches)

MANITOBA WOMEN'S INSTITUTE (MG 10 C8)

Minutes; annual reports; correspondence; financial records; papers of district, provincial, national and international conventions; publications and newsletters, 1910-1980.

Presented by the Manitoba Women's Institute, Winnipeg. (23 feet)

MANITOBA WOMEN'S INSTITUTE — MYRTLE (MG 10 C8-10)

Cashbook, 1929-1975; minute book, 1946-1974.

Presented by the Roland District, Manitoba Women's Institute. (2½ inches)

MANITOBA WOMEN'S INSTITUTE — OAK BLUFF (MG 10 C8-3)

Minute book, 1968-1972.

Presented by Mrs. R. Clerihew, Oak Bluff. (1 inch)

NURSES' ALUMNAE ASSOCIATION OF THE CHILDREN'S HOSPITAL OF WINNIPEG (MG 10 B34)

Minutes, 1934-1966; correspondence, 1953-1966; reports, 1945-1966; C.H. Reports, 1951-1965; misc. items, 1930-1973.

Presented by the Association. (15 inches)

OAK RIVER LADIES CURLING CLUB (MG 10 D27)

Minutes, receipts, expenditures and personnel of rinks, 1926-1932.

Presented by Mrs. W.D. Cantelon, Oak River. (20 pages)

PROVINCIAL COUNCIL OF WOMEN (MG 10 C44)

Additional correspondence, resolutions, briefs, reports, minutes and clippings, 1979-1981; convention registration record, 1964-1980.

Presented by Mrs. Florence MacKenzie, Winnipeg. (3 inches)

ROYAL CANADIAN LEGION — BRANCH 77 (EMERSON) (MG 10 C67)

Fifty year history, 1930-1980.

Presented by the Branch Secretary. (½ inch)

ROYAL CANADIAN LEGION — MANITOBA & NORTHWESTERN ONTARIO COMMAND (MG 10 C67)

Provincial Council minutes, 1919-1955; Provincial Command Convention records, 1937-1975; Dominion Command Convention records, 1936-1974; *The Legionary*, 1932-1975, Branch correspondence, 1926-1953, membership, 1945-1974; Poppy Day files, 1928—1975; subject files, 1917-1975.

Restricted use.

Deposited by Royal Canadian Legion — Manitoba & Northwestern Ontario Command. (38 feet)

ST. ANDREW'S SOCIETY OF WINNIPEG (MG 10 C43)

Additional minutes, 1978-1980; applications for membership, 1955-1977; cheque stubs, 1978-1980, general ledger sheets, 1956-1975.

Restricted use.

Presented by the Secretary. (4 inches)

WINNIPEG HORTICULTURAL SOCIETY (MG 10 E13)

The Prairie Garden, 1981; Historical Record Supplement, 1971-1981; 50th anniversary buttons and stamp.

Presented by John Walker, Winnipeg. (½ inch)

**WINNIPEG LOCAL ASSOCIATION OF BLACKSMITHS,
HORSESHOERS AND WOODWORKERS (MG 10 A24)**

Minutes, 1920-1923; correspondence, 1921-1929; financial records, 1924-1930; miscellaneous items, 1924-1927.

Presented by Martin A. Reid, Winnipeg. (4 inches)

CITY AND MUNICIPAL

BOISSEVAIN, TOWN OF (MG 15 D3)

Minute Books, 1899-1976; By-laws, 1899-1976.

Loaned for microfilming by the Secretary-Treasurer, Town of Boissevain. (4 reels)

MORTON, RURAL MUNICIPALITY OF (MG 15 C23)

Minutes; by-laws; collectors, assessment and tax rolls, 1891-1976.

Loaned for microfilming by the Secretary-Treasurer, R.M. of Morton. (19 reels)

GOVERNMENT OF CANADA

CANADA — INDIAN AFFAIRS (MG 4 D5)

Ministerial administration papers dealing with all aspects of Indian school administration in Manitoba, 1879-1953.

Diffusion program gift of the Public Archives of Canada. (43 reels)

INDUSTRY AND COMMERCE

CANADIAN CO-OPERATIVE IMPLEMENTS LIMITED (MG 11 C37)

Committee meeting minutes from depots in British Columbia, Alberta, Saskatchewan and Manitoba, 1969-1975.

Restricted use.

Deposited by Canadian Co-operative Implements Limited, Transcona. (3 feet)

GRIERSON, JOSEPH EDMUND (1871-1954) (MG 11 C52)

Personal papers, 1888-1914; papers relating to the construction, management and maintenance of the Holly Apts., 552 Sherbrook St., 1914-1974.

Presented by Miss Isabel Grierson, Winnipeg. (1 foot 5 inches)

McDIARMID, P. BRIAN (fl. 1909-1974) (MG 11 C50)

Notebooks, 1925-1952, 1968-1974, relating to his career as a retail salesman and manufacturers agent.

Presented by the Manitoba Museum of Man and Nature. (3 inches)

NORTHERN ELEVATOR COMPANY LIMITED (MG 11 C53)

Financial statements, shareholder records, agreements, correspondence, grain shipping receipts, by-laws and minutes, 1894-1919.

Presented by Cargill Grain Co. Ltd. (1 foot)

WINNIPEG CENTRAL HEATING COMPANY LIMITED (MG 11 C51)

Minutes, indentures, by-laws, reports, etc. 1930-1967; copy of "Central Heating in Winnipeg" by J.J. Rathgaber, 1979.

Presented by J.J. Rathgaber, Winnipeg. (5 inches)

LITERARY MANUSCRIPTS

BARABASH VALADIMIR (MG 9 A115)

"Poems Based on Legends" (13 poems), 1971-1981.

Presented by V. Barabash, Dauphin. (18 pages)

HUGHES, KENNETH J. (MG 9 A121)

Tascona in Context: A Documentary History and Source Book, 1981.

Restricted use.

Transferred from the Cultural Development Branch. (4 inches)

LITTERICK, JAMES G. (MG 9 A118)

Letter, with enclosures, to the Winnipeg Free Press re: booklet of poems and Litterick's interest in the explorations of LaVerendrye, 1951.

Presented by the Winnipeg Free Press. (22 pages)

ODDSSON, GUNNAR THORBERGSON (1865-) (MG 9 A119)

Autobiographical sketch, c. 1930.

Anonymous donation. (17 pages)

PARKER, JOHN EDWARD DANIEL (MG 8 C30)

Article, sketches, notes, etc. on River Park and It's People, 1890-1941.

Presented by John E. Parker, Vancouver. (30 pages)

REMIS, LEONARD (MG 9 B11)

James Ross (1835-1871): The Life and Times of an English-Speaking Halfbreed in the Old Red River Settlement, being a copy of his thesis presented for a Master of Arts degree to the University of Manitoba, 1981.

Presented by Leonard Remis, Winnipeg. (2 inches)

SAUNDERSON, HUGH H. (MG 9 A30-2)

Annals of Melita prepared by the presidents of the Melita Old Timers Assoc., 1927-1931; notes on the Municipality of Arthur and the Antler District, 1927-1936.

Presented by Mrs. H.H. Saunderson, Winnipeg. (1 inch)

LOCAL HISTORY AND GENEALOGY

EVASIUK FAMILY (MG 8 C43)

"George & Anna", being a history of the Evasiuk Family that came to Canada in 1897 and settled near Sifton, Manitoba.

Presented by Nick Evasiuk, Athabasca, Alberta. (361 pages)

FAIRVALLEY SCHOOL DISTRICT NO. 1749 (MG 8 A 38)

Cairn dedication committee records, including donation list, tape of dedication service, guest list and correspondence, 1980.

Presented by Mrs. L. Wayte, Glenboro. (15 pages)

RAMAGE, STEPHEN (MG 8 D29)

Dominion Land Grants, deeds of land, mortgages, statutory leases and bills of sale re: Lots 61, 63, and 177. Parish of Ste. Agathe, 1884-1891.

Presented by Mr. A.B. Campbell, Winnipeg. (½ inch)

SEEBACK FAMILY (MG 8 B100)

Farm diaries of Leslie Seeback, 1898-1900; and (Mrs. Edgar) Seeback, 1929-1930, from the Seeburn — Angusville district.

Presented by Ted Bartram, Angusville. (½ inch)

SINGLE, JOHANN (MG 8 C41)

The Single Family Reunion, 6 July 1980, Single family tree, 1864-1980.

Presented by Carol Mauthe, Winnipeg. (64 pages)

STODGELL, JAMES EDWIN (1860-1900) (MG 3 C21)

Orders of the Day, 20 July-21 August, 1885, No. 3 Company, Winnipeg Light Infantry; marriage certificate, 1890; death notice 1900; miscellaneous genealogical notes, 1935-1962.

Presented by Mrs. J.A. Watt, Winnipeg. (1 inch)

PERSONAL AND FAMILY PAPERS

CLAGUE, ROBERT E. COLLECTION (MG 14 C114)

Catalogue of C.P.R. Employees' Library plus supplementary lists, c. 1925-1935. Churchill High School students' letters to the students of 1980, 1955.

Presented by R.E. Clague, Winnipeg. (1 inch)

COTTON, ALMON JAMES (1858-1942) (MG 8 B99)

Letterbooks, 1898-1927; account, receipt and record books, 1887-1929. Family retains copyright.

Loaned for microfilming by Allan B. Cotton, Kenville. (7 reels)

CUTHBERT, WILLIAM JAMES (fl. 1900-1980) (MG 14 C116)

Claim for military exemption, 1917-1918; items re: military service, 1918-1919; Dominion income tax returns, 1918-1923; notebooks and miscellaneous items, 1913-1960.

Presented by Ross Biggs, Winnipeg. (2½ inches)

MEDOVY, HARRY (1904-) (MG 14 C115)

Subject files, 1940-1971; articles, lectures, speeches, notes, 1933-1978; research files, 1955-1967; papers re: *A Vision Fulfilled*; items re: Department of Pediatrics, University of Manitoba, 1956-1976; miscellaneous items, 1928-1980.

Gift to the Crown. (9 feet 3 inches)

PARKIN, KAY (MG 14 C117)

Correspondence, biographical information, miscellaneous articles and cartoons related to Peter Kuch. Books illustrated by Peter Kuch, 1961-1978.

Presented by Miss Kay Parkin. (2½ inches)

PHILLIPPS, FREDERICK (MG 8 B34)

Illustrated letter to his fiancée from on board "R.M.S. Vancouver", 1889. Presented by Brian Phillipps, Blanche Pierre, Bel Royal, Jersey, C.I. (4 pages)

RENNER, SARAH EFFIE (Mrs.) (MG 14 C113)

List of births she assisted with as a midwife and nurse in the vicinity of Gull Lake, Manitoba; giving date of birth, name of child and parents and place of birth, 1931-1945; certificate to practise as a Licensed Practical Nurse, 1946.

Presented by J.R.S. Brown, Winnipeg. (5 pages)

SCOBLE, ANDREW (1882-1981) (MG 14 C111)

Notes on the 1919 General Strike; comment on use of Arlington Bridge, c. 1915; notes on a holiday 1969; biographical memo up to 1914, obituary, 1981.

Presented by Saul Cherniack, Winnipeg. (25 pages)

POLITICAL PAPERS

CHERNIACK, SAUL MARK (1917-) (MG 14 B73)

Additional personal, subject and ministerial files, 1935-1971.

Restricted use.

Deposited by S.M. Cherniack, Winnipeg. (17½ feet)

JACKSON, SAMUEL JACOB (1848-1942) (MG 14 B87)

Illuminated address presented to Mr. & Mrs. Jackson, 1928; letters to Clarence W. Jackson on his retirement, 1957-1959.

Presented by A. Burke Doran, Ottawa. (12 pages)

McBRYDE, SYDNEY RONALD (MG 14 B72)

Additional constituency and subject files, 1969-1977.

Restricted use.

Deposited by Sydney Ronald McBryde. (5 feet)

MOFFAT, ROBERT ELMER (1916-) (MG 14 B80)

Additional speeches, speech notes and articles.

Presented by Robert Elmer Moffat. (10 inches)

ROBLIN, FINLAY PORTE (MG 14 B84)

Correspondence and papers, 1874-1880.

Presented by the Manitoba Museum of Man and Nature. (1 inch)

WESTBURY, JUNE ALWYN (MG 14 B89)

Correspondence and papers as M.L.A. for Fort Rouge Constituency, 1979-1981.

Restricted use.

Presented by Mrs. Westbury, Winnipeg. (8 feet)

GOVERNMENT RECORDS ACCESSIONS

AGRICULTURE (RG 1)

DEMONSTRATION FARM BOARD

Minutes and reports, 1917-1930. (1 in.)

MANITOBA SEED BOARD

Minutes and reports, 1924-1957. (1 in.)

ATTORNEY-GENERAL (RG 3)

MINISTERIAL ADVISORY COMMITTEE ON LIQUOR CONTROL

Submissions, press clippings, tapes of public hearings, public opinion surveys, correspondence and reference material, 1980-1981. (7 ft.)

LIQUOR CONTROL COMMISSION

Daily record (transcripts) of routine and special duties of W.T. Forbes, Inspector, Dauphin Judicial District, 1930-1953. (9 inches)

EDUCATION (RG 19)

CENTRAL REGISTRY

Correspondence (general and with school districts) of the Deputy Minister, Accountant and Registrar, 1927-1936; annual reports from School Trustees, 1915-1923; vouchers, 1927-1931. (75 ft.)

ADMINISTRATION BRANCH

Correspondence of School Administrator, 1936-1941. (4 inches)

EXECUTIVE COUNCIL (RG 2)

OFFICE OF THE PREMIER

Premier S.S. Garson, 1943-1948. (29 ft.) Executive Assitant's records relating to First Ministers' Conference on the Constitution and the Economy, 1978. (5 ft.) *Closed*.

OFFICE OF THE CLERK

Cabinet records (minutes and agenda), 1959-1960. (2 ft.) *Closed*. Copies, in English and French, of the Constitution Accord and Patriation Plan signed by eight premiers and submitted to the non-participating premiers of New Brunswick and Ontario and the Prime Minister of Canada, 16 April 1981.

HEALTH (RG 5)

PSYCHIATRIC MEDICAL SUPERINTENDENTS

Minutes of meetings concerning psychiatric nursing services at Selkirk, Brandon, Portage la Prairie and Winnipeg mental health hospitals, 1963—1972. (2 inches)

Restricted use.

PSYCHIATRIC NURSES EDUCATION ADVISORY COMMITTEE

Minutes, committee files, general correspondence, 1960-1980. (1 ft.)

Restricted use.

LEGISLATION (RG 7)

ELECTORAL OFFICE

Correspondence (includes electoral maps) of the Chief Electoral Officer, 1953-1957. (1 ft.)

Specimens of forms used in November 1981 Provincial Elections. (2 inches)

MINES AND NATURAL RESOURCES (RG 17)

Copies of Orders-in-Council relative to the Department's responsibilities, 1930-1960. (7 feet)

PUBLIC WORKS (RG 18)

RECLAMATION BRANCH

Correspondence inward and outward of the Provincial Right-of-Way Agent, 1916-1930. (1 foot)

GOOD ROADS BOARD

Record of bridge maintenance, 1915-1928. (1 foot)

DRAINAGE MAINTENANCE BOARDS

Correspondence register, 1936-1952. (3 inches)

HIGHWAYS BRANCH

Correspondence of the Municipal Engineer, 1946-1947. (1 foot)

Other Public Works records transferred include: correspondence of Right-of-Way Solicitors, 1899-1900; card index recording completed public works by range and municipality, 1880-1940.

TREASURY (RG 12)

PROVINCIAL TREASURER, DEPUTY PROVINCIAL TREASURER
Correspondence inward and outward, 1915-1925. (26 feet)

PROVINCIAL TREASURER
Correspondence and papers, 1940-1943. (2 feet)

DEPUTY PROVINCIAL TREASURER, CHIEF CLERK, ACCOUNT-
ANT
Correspondence outward and registers, 1870-1920. (10 feet)

AUDIT OFFICE
Correspondence outward of the Provincial Auditor. Records of cheques and vouchers issued and appropriation ledgers, 1890-1915. (3 feet).

COMPTROLLING AND AUDIT BRANCH
Copies of Orders-in-Council regarding receipt and expenditure, 1923-1940; Comptroller-General's Files, 1943-1965; working papers and financial statement of Royal Commission on Dominion Provincial Relations 1936. (9 feet)

TREASURY BOARD
Correspondence outward of the Secretary, Treasury Board and of the Secretary-Civil Service Board, 1888-1913. (2 inches)

Other Treasury records transferred include: accounts under Settlers Animal Purchase Act, 1916-1923; registers of civil servants, 1880-1915; accounts of Official Administration of Estates in Trust, 1890-1925; records of payments made, civil superannuation fund, 1941-1943.

